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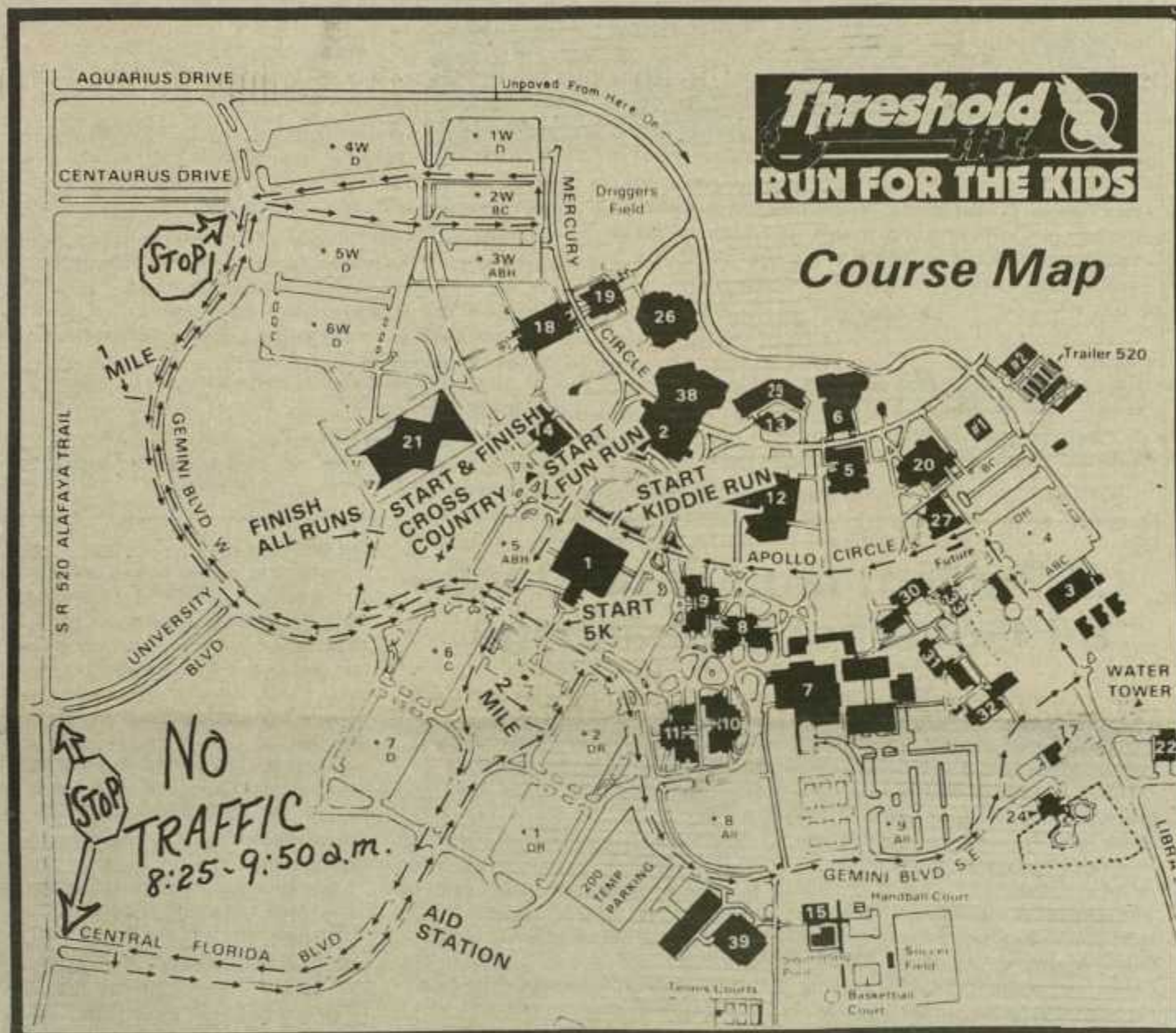
The UCF Report

Volume 7, Number 9

For Faculty & Staff

September 26, 1984

Run for Kids Saturday to block traffic



Mix 2,000 runners, an unpredictable number of spectators, 1,000 students taking the CLAST exam, plus a sprinkling of classes in session and Saturday, Sept. 29, promises to be a memorable day on UCF campus.

To minimize confusion, Dick Tucker, chairman of the annual Threshold Run for The Kids, asks all concerned to study the accompanying campus map and to arrange personal schedules accordingly.

Some campus streets will be blocked off to all traffic between 8:25 a.m. and 9:50 a.m. when Engineering classes and labs may be in session.

Tucker recommends that students and faculty coming on campus during races turn off Alafaya Trail at the northernmost entrance, Aquarius Drive, and to drive around the back of the Library for parking.

CLAST exam takers will have filled regular parking lots before 8 a.m. and what places are left will be taken by people involved in the races.

Tucker advised that Centaurus Drive, next south from Aquarius, will be open only to Gemini Boulevard, and then only to connect Aquarius.

University Boulevard and Central Boulevard will be barricaded at Alafaya during the races.

Although the race course follows Libra Drive from Gemini to Apollo Circle, traffic will be allowed to use one lane monitored. This will allow access to Parking Lot 4.

Late registration for the Threshold Run is still possible at the Student Center on campus, or First Bankers on University Boulevard in Goldenrod, Tucker said. The fee is \$8.

All proceeds benefit Threshold Inc., the residential treatment program for severely dysfunctional children and the goal from this year's race is \$20,000, he added.

Senators see needs at UCF

Usually, the University has to go to the Legislature, but recently some key members of the Florida Senate were brought to UCF by Senator George Stuart, Orlando.

After the visit President Trevor Colbourn had this to say:

"It was a privilege to have State Senators Harry Johnston, Ken Jenne and Ed Dunne on the UCF campus. We had a very useful discussion of aspects of the UCF budget request for 1985-87 and welcomed the opportunity to show off our overcrowded campus and the flourishing Central Florida Research Park."

"It was particularly encouraging to learn of Senator Johnston's keen interest in the needs of public higher education; as President-Elect of the State Senate he will have much to say on this and other subjects."

"Senator Jenne has been designated Senator Johnston's successor as President of the State Senate."

"I am very grateful to Senator George Stuart for his part in bringing his distinguished colleagues to UCF."



Visiting senators

George Stuart Jr., Orlando, invited three of his senate state colleagues to visit Orlando recently and one reason was to tour UCF. The group is pictured at the reflecting pond with President Trevor Colbourn. L. to r., Stuart; Ken Jenne, Hollywood; Colbourn; Harry A. Johnston II, West Palm Beach, and Edgar M. Dunn Jr., Daytona Beach.

RECEPTION

Honoring Dr. Alan G. Fickett, Associate Vice President for University Relations, will be held Friday, September 28, in the Board Room from 2-4 p.m.

The University community is invited to attend.

Phone directory due on Oct. 29

The annual edition of the University telephone directory is due for distribution on Monday, Oct. 29.

Compilation of this year's book has been coordinated by Karen Smith, public relations director for Student Government.

She told UCF Report that all pages were due at the printer this past Monday and that the finished book has been promised by Southern State Directory on Oct. 29.

IN MEMORY

Charles W. "Charlie" Thomas, 44, groundskeeper for 14 years, died at home in Oviedo on Sept. 11. Services were held at Grant Chapel, Oviedo, on Saturday, Sept. 22.

His supervisor, J. C. Hicks, recalls that Thomas was wounded while a serviceman in Vietnam.

Hicks also recalled, "He was a dedicated and very dependable employee and he certainly is missed by all who worked with him."



CALENDAR

Sept. 27-Oct. 18
RE I-6
at: WPHS

Oct. 5-21
Contractors Licensing
at: UCF

Oct. 8
VLSI
at: UCF

Oct. 8
R.E. Investments
at: Orlando Area Chamber of Commerce

Oct. 9-Nov. 27
SAT Review
at: Aloma Methodist

Oct. 10-Dec. 8
RE I-7
at: WPHS

Oct. 12-15
R.E. Review IV
at: UCF

Oct. 15-17
Sinkhole Conference
at: Sheraton Twin Towers

Welcome newcomers!

Francisco J. Ramis (visiting assistant professor/Engineering) was born at Concepcion, Chile, and holds two degrees from the University of Concepcion. He has an MSIE, plus a PhD pending from Georgia Tech., where he was a graduate teaching and research assistant. He and wife, Cecilia, live in Winter Park with Wrena, 5, and Tomas, 2. Away from work he likes history, classical music, tennis and camping.

Dwight T. Jenkins (geologist I/Engineering) holds BS and MS degrees from U. of Florida, where he last worked. He and wife, Lauri, live in Orlando and his favorite hobbies are gem cutting and sailing.

Donald R. Goldsby (laborer/ Grounds) was born in Orange County and now lives at Winter Park. His last employment was at Webster's Show Place. His wife's name is Michele.

Rosa H. McNealy (technician II/Personnel) was born in Orange County, holds an AA from Valencia CC and attended Florida A&M. She last worked for Orange County Public Schools.

Judy Schmitt (editorial assistant /Public Affairs) transferred from the alumni office, where she was an office assistant. She holds a BA in English literature from UCF and continues her studies of English for her MA. She was born in Wisconsin.

Katherine Zapantis Keller (instructor /English) earned all three of her degrees, through PhD, at the University of Toronto. Born in New York, she worked at LaSalle College, Philadelphia, and her latest residence is Tampa. Her husband's name is Donald.

Pickering, Owens have joint recital

Roy Pickering and Steven Owens, of the UCF music faculty, will present a joint recital on Thursday, Sept. 27 at the campus music rehearsal hall.

The 8 p.m. program will include works by Rameau, Hidas, Ross, Brahms, and Rozsa. There will be a \$3 admission at the door to benefit the UCF music scholarship fund.

The pair will be accompanied by pianist Gary Wolf, chairman of music.

Official memoranda

Publication of these memoranda and announcements about University policy and procedure constitutes official notice to faculty and staff

To: All Faculty and Staff
From: Trevor Colbourn, President
Subject: United Way

The 1984 Heart of Florida United Way Campaign is scheduled from Sept. 25 to Oct. 25. As a goal, the campaign anticipates raising \$5.5 million to support some 70 agencies in Orange, Seminole and Osceola counties. Of this amount, the UCF goal is \$16,000.

Last year we were fortunate in that 40% of all University personnel pledged \$17,604 to the larger community. This is evidence that UCF has been consistently responsive and, in turn, it would be well to confirm our sense of obligation by reciprocating in like kind. The Heart of Florida United Way Campaign is a timely opportunity to show the general community we appreciate the assistance that the community has rendered to the University.

In the next few weeks, you will hear more about the campaign. It matters not whether your personal resources allow for a large or small commitment. What is important is your participation. If you wish, you can designate the agency to which you want your contribution to be assigned.

The University is committed to community service and the Heart of Florida United Way Campaign is ample avenue for this purpose. With your cooperation, the University has an excellent opportunity to identify with the people of the Central Florida area. Your assistance is requested.

To: All University Departments
From: Bill Goldsby,
Business Services
Subject: Disposition of Used Computer Paper

If you have not been contacted to set up a regular pick-up

schedule for your department, please call x2457 with the following information:

Department name
Account number
Person in charge and extension
Building and room where paper will be kept
Estimate of how often (once a week, once a month, etc.)
Estimate of how much (two boxes, three boxes, etc.)
Confidential or non-confidential

If your department does not require a regular pick-up, please call when necessary.

To: All Faculty
From: Louis M. Trefonas,
Vice President for Research
Subject: Library Carrel Assignment

The Research Council convened on Sept. 18, 1984 and assigned Library Carrels (Research Study Rooms for faculty use) for the Fall, 1984, semester to the following Faculty members involved in sponsored research:

Mr. Rodney L. Henry, College of Engineering
Dr. Kenneth J. Kazmerski, College of Arts & Sciences
Dr. M. Elliot Vittes, College of Arts & Sciences
Dr. Mark Stern, College of Arts & Sciences
Dr. Larry Hudson, Dr. Steven Sorg and Dr. Robert Paugh, College of Education
Dr. Roger Handberg and Dr. N. Gary Holten, College of Arts & Sciences

Requests for Library Carrel assignments for the Spring semester should be sent to Vice President L. M. Trefonas by Dec. 3, 1984.

UCF dean, faculty produce '84 Governor's Challenge

For the fourth straight year UCF plays a key role in staging the Region 4 version of the Governor's Challenge Conference at Lake Buena Vista.

This year, John O'Hara, dean of Extended Studies, has been the coordinator. Florida Endowment for the Humanities gave a \$8,900 grant that made it possible.

Among those taking part will be 100 representatives from 12 Central Florida Counties, who, on Oct. 30-31, will review the problems of Florida's young people and elderly in order to form a consensus on an approach to solutions.

The conference theme, "Florida Focus: Growing Up and Growing Old,"

was selected by the Florida Legislature and recommendations from five regional conferences will be further explored at a statewide meeting in November, then given to Gov. Bob Graham.

Phil Taylor (professor/Communication) as taken part in all four region conferences and has been moderator of the last three. Assisting him from the UCF faculty are seven small group facilitators.

Bill Grasty, Jeff Butler, Bernie Kissel and Dwight Bledsoe, from Communication; Bill Brown and Charles Unkovic, Sociology, and Harry Smith, Theater, will coordinate the efforts of

the seven groups.

Taylor said the conference will open with a general assembly in which the delegates will talk about issues, then reduce the number to seven key issues and one issue will be assigned to each small group. The small groups will come up with proposed solutions and courses of action.

This year, O'Hara said, seven of the delegates will be chosen from among 42 high schools in the district. The high school age delegates will have their expenses paid.

Co-sponsors of the Central Florida conference, to be held at the Americana Dutch Resort Inn at Lake Buena Vista, are the Area Agency on Aging of the East Central Florida Regional Planning Council, Community Coordinated Child Care for Central Florida Inc., the League of Women Voters, the Metropolitan Urban League, and the Office of Justice and Peace.

What is really important in education is not that the child learns this and that, but that the mind is matured, that energy is aroused.

— Soren Kierkegaard

Computer 'how-to' available for faculty members

The Center for Faculty Development announces workshops for faculty members to be offered through February, 1985.

Topics for the workshops were selected based upon findings of a faculty survey and suggestions from the Faculty Development Advisory Committee.

Complete plans have not been made for Spring semester workshops.

Both full-time and adjunct faculty members are eligible to attend. Staff members will be accommodated as space permits. Call x3280 for information or to register.

The Office of Instructional Resources advises all faculty that an IBM Personal Computer and software are available for instructional purposes. The computer is located in the University Learning Center, Library 156, in Instructional Resources. Call x3280 to reserve a time for using the computer.



Women's Club

First coffee of the season, held in Admin. Board Room last week, was a good-time, get-acquainted affair. Snapped at the refreshment table, l. to r., Barbara Hitt, Judy Stout and Marje Anderson.

United Way seeks goal of \$16,000

Heart of Florida United Way Campaign is underway, with a 1984 goal of \$16,000 for employees of UCF.

Coordinator Rex Brown prepared his assistant coordinators last Thursday with a briefing in the Administration Board Room. The campaign runs until Oct. 25.

Individual faculty and staff will be contacted by assistant coordinators who are:

Lynette Kubes, Academic Affairs; Bill Brown, College of Arts & Sciences; Frank Bondurant, College of Business Administration; Joanne Scanlan, College of Education; Robert Walker, College of Engineering.

Also, Vivian Parries, College of Extended Studies; Steve Lytle, College of Health; Rusty Okoniewski, Graduate Studies & Research; Lawrence Tanzi, Undergraduate Studies; Iraida B. Rickling, FSEC; Karen Haithcock, Daytona Beach Campus.

Also, Laurie Goodsmith, Brevard Campus; Dorothy Westenhofer, S. Orlando Campus; Denise Patterson, Registrar; Bonnie Reed, Instructional Resources; Lois Voge, Statistics; Edith Napper, Student Affairs.

Also, John Makuh, Library; Mary Alford, Business Affairs; Court Clara, Computer Center; Barbara Ratti, Internal Auditing; Peggy Smith, Physical Plant; Jim Davis, F & A Budget; Patti Frame/Jim Bell, Personnel.

Also, Gus Ambler, Purchasing; Elaine Francais, Athletics; Marti Rouse, Administrative Services; Helen Adamson, Mathematics; Evelyn Alford, University Relations, Development & Office of the President; and Tom Blanton, Police.

\$10 donation earns 152 fitness visits

A \$10 contribution to the American Lung Association of Central Florida entitles a donor to visit any of 38 fitness centers for as many as four times each.

According to J. Stephen Lytle (director/Respiratory Therapy) and a director of the association, a person willing to travel about Central Florida can have 152 sessions for the donation. The offer ends Dec. 31.

The slogan of the association is "Lungs for Life & Breath," and its activities include various clean air projects, stop smoking programs, educational programs for health professionals and a self-help program and summer camp for asthmatic children.

Donations should be sent to the Lung Association, 2737 S. Fern Creek Ave., Orlando, FL 32856.

Grant opportunities

Effects of Acidic Deposition on the Chemistry of Surface Waters (Environmental Protection Agency) —

To determine the extent of regional characteristics of lake/watershed response to atmospheric inputs of sulfur. Studies may be funded on the following four topics: (1) retention of sulfate within soils; (2) flux of base cations from soils; (3) hydrologic response of watersheds; and (4) application of time-dynamic watershed-scale models for prediction of future effects. Preproposals due Oct. 19.

Study FHP On-Road Time (Highway Safety & Motor Vehicles) — Evaluate the Florida Highway Patrol's administrative workload, court scheduling and possible establishment of uniform State Attorney filing procedures thereby increasing on-road time. Due Oct. 26.



UNITED WAY — Assistant Coordinators ready to call on faculty & staff

Travel Grants for Senior Scholars (IREX)

— To facilitate communication between prominent American humanists and social scientists and their colleagues in Eastern Europe and the USSR. Due Oct. 31.

Demonstration and Education Research Grants (National Heart, Lung, and Blood Institute) — To test the effectiveness of interventions to promote health or prevent disease in defined populations. The interventions should have already been found to be efficacious in other studies and include, but are not limited to education strategies and modifications in health care and health related practices. Due Nov. 1.

Occupational Safety and Health (National Institute for Occupational Safety and Health) — Research and demonstrations relating to innovative methods, techniques, and approaches for dealing with occupational safety and health problems in the general industry and in the mining industry. Due Nov. 1.

Aging Research (National Institute on Aging) — (1) Biomedical Research and Clinical Medicine. To further the understanding of the aging process and to improve the response of health care practitioners to clinical problems of the aged. (2) Behavioral and Social Research. To study social, cultural, economic and psychological factors affecting aging and the aged. (3) Epidemiology, Demography and Biometry. To study the interaction of demographic, social and economic factors on the health of the elderly. Due Nov. 1.

For further information, please contact Nancy Morgan, x2671.

Enterprise development week Oct. 1-5

The Small Business Development Center at UCF will serve as coordinating agency and a co-sponsor for local events earmarking National Minority Enterprise Development Week, Oct. 1-5.

Activities include a series of seminars at UCF and in the community, speakers from government and business, and a final day dinner featuring as speaker Congressman Bill McCollum.

Included are a two-part seminar entitled, "ABCs of Starting Your Own Business," to be held the evenings of Oct. 2 and 3 at the Eatonville Community Center; a seminar Oct. 3 at UCF citing business careers for minority students; plus other seminars on a range of topics related to business opportunities and operations.

Call x2796 for information.

Employee of the month

Jane Brunet moved to UCF to work, educate a family

Jane Brunet, secretary to Deputy Registrar Sam Boone, is the employee of the month for October.

In the late 1960's she and her husband, Ernest, decided to move from Cocoa to Seminole Terrace, less than two miles off campus, so their children could be educated at UCF.

He had been an aeronautical engineer with Boeing from Seattle to New Orleans to Cape Kennedy. She had been engaged in raising children for a number of years, but in earlier days had been a high school teacher in Missouri and Seattle.

They both took jobs on campus, 12 years ago, he at the water plant and she in the registrar's office. And their children attended UCF.

Son, Howard, got a BSBA in '75 and a masters in accounting in '76. He works

for GE Credit and is in transit between Atlanta and Dallas.

Son, Ernest, got a criminal justice degree in '78, and works on campus while taking more courses for a new career direction.

Daughter, Alice, was degreed in '79 in medical records, works in Atlanta, and last Saturday became Mrs. Frank Noblin. The Brunets all gathered in Atlanta for the occasion.

Ernest retired from UCF two years ago and Jane looks forward next year to joining him in their ongoing project, completing the home they built themselves.

"I think about traveling to Seattle, but that's a long way to drive. If we can visit our children in Atlanta and Dallas, and maybe stop off in New Orleans, that ought to be enough," she said.



JANE BRUNET — Employee of the Month



Wednesday, Sept. 26

Lasagna**

Turkey Quiche
Carved Ham

Thursday, Sept. 27

Chicken Pot Pie
Broiled Chopped Steaks*
Carved Lamb

Friday, Sept. 28

Batter Fried Perch
Spanish Rice*
Carved London Broil

Monday, Oct. 1

Spaghetti with Meatsauce**
Seafood Quiche
Carved Roast Beef

Tuesday, Oct. 2

B.B.Q. Chicken*
Swedish Meatballs over Rice
Carved Roast Pork

Wednesday, Oct. 3

Stuffed Green Peppers*
Chicken and Dumplings
Carved Ham

*Daily special includes entree, 2 vegetables, dinner roll and beverage \$2.60.

**Special includes entree, small salad, garlic bread and beverage \$2.60.



Police Scanner

October has been declared Crime Prevention Month by the National Crime Prevention Coalition. In conjunction with this, Police Scanner will concentrate on this very important aspect of police service with a series on various topics dealing with this subject. Also, look for a very special campus-wide event in the middle of October! More about this later.

Good News! If weather permits, the estimated date of opening for Lot #500 is Monday, Oct. 1. This should help relieve some of the parking congestion.

Karen Y. Torpy
Coordinator
Crime Prevention

Classified

This is a free service
to fulltime UCF employees

FOR SALE

10 Gallon Aquarium, complete set-up including fish, \$75 or best offer.
Black Vinyl couch and chair \$50 or best offer. Call Lora at x2219.

1984 Honda 110 ATC, paid over \$1,000, sell for \$650. Call 365-5951 after 5 p.m.

Sewing Machine, portable Singer with case. Looks brand new. \$100. Call Evelyn at x2502

Mobile home, large, 3 bdrm, 2 bath with fireplace, screened patio, disposal, and dishwasher. Swimming pool, tennis courts and recreation hall. One mile from UCF. \$39,500. Call 365-4271 after 6 p.m.

The UCF Report

The UCF Report is the University of Central Florida's official publication, whose purpose is to inform the University community through announcements, official memoranda and items of general interest. Publication and announcements and official memoranda about University policy and procedures in The UCF Report constitutes official notice to faculty and staff. The UCF Report is a weekly publication most of the regular academic year and biweekly during the summer sessions, at a cost of \$180 per issue, or 75 cents per copy, paid for by the Office of Public Affairs, ADM 395-J, x2504.

Copy submitted on or before Thursday noon of the week before publication receives handling and space priority. Copy is accepted after this deadline but is subject to editing or delay until the succeeding publication date.

Editor: Don Rider
Editorial Assistant: Judy Schmitt
Photographer: Tom Netsel
Typographer: Jacqueline Ward

Employment Opportunities

UCF is an Equal Opportunity / affirmative action Employer

For resume of current openings, call Career Opportunity Line, 275-2778

The following is a list of positions currently in the recruitment process. It is the responsibility of the individual interested in state employment to complete successfully any required performance and/or written exams prior to being considered for a specific job opening. Because of limited facilities we administer career service tests by appointment only, on a limited but continuous basis. If you are unable to schedule an exam for a current vacancy before the posted closing date, we encourage you to proceed with the exam so that you will be eligible for the next position in that class which becomes available. All scores are valid for eighteen months. For further information and test appointment, call 275-2771. All inquiries must be made through the personnel office for systematic handling.

Faculty positions available — see state university system position vacancy announcement.

Administrative & Professional

DIRECTOR, ALUMNI AFFAIRS (Alumni Affairs) Bachelor's degree in public relations, journalism or related fields and three years of related experience. Prefer experience in programs and fund raising. \$20,100.00-36,200.00; \$770.11. 10/15/84.

DIRECTOR, INFO. SERVICES (Public Affairs) Bachelor's degree in journalism, public relations or related fields and five years of experience in journalism or public relations, two years in supervisory capacity. \$23,850.00-42,900.00; \$913.79. 10/15/84.

Career Service

CLERK TYPIST III (Communicative Disorders) Graduation from high school and two years of secretarial and/or clerical experience. Typing exam, part-time position, hours will vary. \$8,560.80-11,838.96; \$328.00. 9/27/84.

STOREKEEPER I (Athletics) Two years of clerical, supplies or storekeeping experience. Prefer chauffeur's license, football equipment experience and purchasing experience. \$8,978.40-12,486.24; \$344.00. 9/27/84.

FISCAL ASSISTANT II (Bookstore) Graduation from high school and three years of bookkeeping or clerical-accounting experience. \$11,003.76-15,534.72; \$421.60. 9/27/84.

GROUNDSKEEPER (Physical Plant) One year of experience in groundskeeping and/or landscaping. Hours: 7 a.m. to 3:30 p.m. \$8,184.96-11,275.20; \$313.60. 9/27/84.

MAINTENANCE SUPPORT TECH. (Physical Plant) One year of experience in the maintenance and repair of buildings, plumbing or mechanical equipment or in treating diseased or damaged trees. Prefer electrical background. Hours: 7:30 a.m. to 3:30 p.m. \$8,978.40-12,486.24; \$344.00. 9/27/84.

CARPENTER (Physical Plant) Two years of experience in carpentry. Hours: 7 a.m. to 3:30 p.m. \$11,609.28-16,453.44; \$444.80. 9/27/84.

CUSTODIAL WORKER (Building Svcs.) Ability to follow oral and written instructions. Hours: 6 a.m. to 2:30 p.m. \$7,475.04-9,688.32; \$286.40. 10/04/84.

CLERK TYPIST III (Finance & Acctg.) Graduation from high school and two years of secretarial and/or clerical experience. Typing exam. Prefer accurate statistical typist. Hours: 8 a.m. to 4:30 p.m. \$8,560.80-11,838.96; \$328.00. 9/27/84.

ELECTRONIC TECHNICIAN II (Computer Science/Instructional Resources) Completion of a training course in electronics and two years of experience in the installation, maintenance and repair of electronic equipment. Prefer knowledge of micro-computer software and the ability to repair micro-computer and terminals. Instructional Resources prefer television studio equipment experience. \$12,924.72-18,478.80; \$495.20. 9/27/84.

COMPUTER OPERATOR I (Computer Svcs.) Graduation from high school. Hours: Sat. or Sun. 7:30 a.m. to 4 p.m. Other hours as needed. Part-time position. Prefer experience with large-scale IBM system (IBM 4341, IBM 3081, IBM 4381, IBM 3777) and JES2 or VM operating systems. \$4.75/hr. 9/27/84.

SENIOR SECRETARY (Computer Engineering) Graduation from high school and three years of secretarial and/or clerical experience. Typing and shorthand exams. Prefer word processing experience. \$10,419.12-14,657.76; \$399.20. 9/27/84.

CLERK TYPIST II (Student Center/Health Svcs.) Graduation from high school and one year of secretarial and/or clerical experience. Typing exam. \$7,475.04-10,189.44; \$286.40. 9/27/84 10/04/84.

PERSONNEL TECHNICIAN II (Personnel) Bachelor's degree and one year of professional personnel experience. Professional or nonprofessional experience can substitute on a year-for-year basis for the required college education. Prefer employee relations and worker's compensation experience. \$13,676.40-19,627.20; \$524.00. 9/27/84.

CUSTODIAL WORKER (Housing/Building Svcs.-2 positions) Ability to follow oral and written instructions. Housing work hours: 8 a.m. to 4:30 p.m. Building Services work hours: 6 a.m. to 2:30 p.m. \$7,475.04-9,688.32; \$286.40. 10/04/84.

CASHIER (Finance & Acctg.) Graduation from high school and two years of experience in cashiering. Prefer bank teller experience. \$8,978.40-12,486.24; \$344.00. 10/04/84.

SECRETARY (Psychology) Graduation from high school and one year of secretarial and/or clerical experience. Typing exam. Work hours: 8 a.m. to 4:30 p.m. \$8,184.96-11,275.20; \$313.60. 10/04/84.

CLERK III (Health Svcs.) Graduation from high school and two years of clerical experience. Hours: 8:30 a.m. to 5 p.m. \$8,184.96-11,275.20; \$313.60. 10/04/84.

WORD PROCESSING SYSTEMS OP. II (Dean's Office/Business Admin.) Graduation from high school and one year of experience in the operation of word processing equipment. Typing exam. Temporary. \$9,437.76-13,175.28; \$361.60. 9/27/84.

ASST. PURCHASING DIRECTOR (Purchasing) Bachelor's degree with four courses in business and three years of professional purchasing or procurement experience which involved competitive bidding. Professional or nonprofessional experience as described above can substitute on a year-for-year basis for the required college education. Prefer supervisory skills, experience in governmental agencies or educational institutions and computerized purchase order system. \$16,307.28-23,636.16; \$624.80. 10/04/84.

SECRETARY SPECIALIST (FSEC, Cape Canaveral) Graduation from high school and two years of secretarial and/or clerical experience. Typing exam, prefer word processing experience. \$9,437.76-13,175.28; \$361.60. 9/27/84.

COMPUTER SYST. ANALYST II (Computer Svcs.) Bachelor's degree in Computer Science and one year of experience in computer systems analysis and/or programming. Prefer knowledge of COBOL, EASYTRIEVE, CICS, MVS, JCL and Student Record Processing. \$18,395.28-26,851.68; \$704.80. 9/27/84.

PERSONNEL AIDE (Personnel) Graduation from high school and three years of clerical experience. Prefer IBM memory typewriter experience. \$9,918.00-13,885.20; \$380.00. 9/27/84.

Open enrollment for Career Service Sick Leave Pool through September

The Career Service Sick Leave Pool will have an open enrollment period through the month of September. To be eligible to join, you must have accrued 64 hours of sick leave. Please send your application form to the Division of Personnel. Should you have any questions, please call x2771.

TO: Carol D. Surles, Acting Director of Personnel
Career Service Sick Leave Pool Application

Name _____

SS# _____ Department _____

Date of UCF Employment _____

The transfer of eight hours of sick leave from my sick leave account to the Sick Leave Pool is hereby authorized.

Signed: _____ Applicant _____ Date _____

Open enrollment thru September for Faculty/A&P Sick-Leave Pool

The Faculty and A&P Sick-Leave Pool will have an open enrollment period through the month of September. Please send your application form to the Office of Academic Affairs. Should you have any questions, please call x2496.

TO: Dr. Frank Juge, Office of Academic Affairs
Faculty and Administrative and Professional
Sick-Leave Pool Application

Name _____

SS# _____ Department _____

Date of UCF Employment _____

I have read the procedure for the UCF Faculty and Administrative and Professional Sick-Leave Pool and agree to abide by its terms. The transfer of 8 hours of sick leave from my sick-leave account to the Sick-Leave Pool is hereby authorized.

Signed: _____ Applicant _____ Date _____